

ODP 81-237

25 FEB 1981

MEMORANDUM FOR: Deputy Director for Administration

FROM: Bruce T. Johnson  
Director of Data Processing

SUBJECT: Full-time Academic Training [REDACTED]

STAT

1. It is requested that one year of full-time academic training be approved [REDACTED] under the sponsorship of the Office of Data Processing (ODP) Fellowship Program. If approved, this training would commence in September 1981.

STAT

2. [REDACTED] is a GS-11 Computer Specialist currently assigned to "D" Division of ODP Applications. A 1976 graduate of [REDACTED] with a dual degree in Mathematics and Computer Science, [REDACTED] entered on duty with the Agency in February 1977 as a GS-7 Computer Programmer and has progressed steadily to the point where she is responsible for the design, testing, and implementation of applications for computer systems. [REDACTED] has already completed nine semester hours of her selected field of study, Operations Research, and has a cumulative grade point average of 4.0. This field of study, which applies mathematics in solving computer-related problems, is one which can be fully utilized [REDACTED] in her career with ODP.

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3. Pending your approval, the MZ Career Board has approved her request for full-time academic training at George Mason University during the 1981-1982 academic year. She was selected through a competitive process based on several factors outlined in an ODP Instruction. The courses that [REDACTED] intends to take during the upcoming academic year are described in her attached application to the MZ Board.

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4. The total cost [REDACTED] would be approximately \$2,000.00. This amount has been provided for such full-time academic training in the FY 1981 ODP Training Budget. [REDACTED] would be carried in an on duty status during the year.

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5. Based on [redacted] background, her demonstrated performance and ability, and her considerable potential, it is recommended that her request for one year of full-time academic training be approved.

[redacted]

Bruce L. Johnson

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Attachment: a/s

APPROVED:

Deputy Director for Administration

Date

DISAPPROVED:

Deputy Director for Administration

Date

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Training at Non-CIA Facilities

FROM:

D/ODP/DDA  
2-D-00 HQS, [REDACTED]

EXTENSION

NO.

ODP 81-237

DATE

28 APR 1961

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DDA, 7D24, Hq.

2.

3.

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15.

[REDACTED] Training at Non-CIA Facilities, requires that Deputy Directors approve requests for full-time academic training of a semester or more. ODP sponsors an annual competition for a full-time undergraduate or graduate level academic fellowship. The policy and procedures for this fellowship are documented for all ODP employees in an ODP Instruction (copy attached). [REDACTED] was selected by the MZ Career Board for this year's fellowship.

/s/ BTJ

Bruce T. Johnson

Att.